



NxLevel Micro Entrepreneur Application

2016

Date: _____

Business Name: _____ Contact (Name): _____

Business Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Office Phone #: _____ Cell Phone #: _____

Website: _____

Business License # _____ FED ID: _____

1. What is the current status of your business?

- ☐ Operating an existing business ☐ Involved in family business
☐ Planning to expand an existing business ☐ Purchasing or taking over a business

2. How long have you been operating your own business?

- ☐ Less than 1 year ☐ 1-2 years ☐ 3-5 years ☐ 6-10 years ☐ Over 15 years ☐ N/A

3. Industry Type: Describe your business.

- | | | |
|---|---|---|
| <input type="checkbox"/> Agriculture, Forestry, Fishing & Hunting | <input type="checkbox"/> Information/Telecommunication | <input type="checkbox"/> Real Estate Sales |
| <input type="checkbox"/> Arts, Entertainment, & Recreation | <input type="checkbox"/> Management | <input type="checkbox"/> Retail Trade |
| <input type="checkbox"/> Construction | <input type="checkbox"/> Manufacturing/Production | <input type="checkbox"/> Research & Development |
| <input type="checkbox"/> Educational Services | <input type="checkbox"/> Professional Service | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> Finance and Insurance | <input type="checkbox"/> Public Administration | <input type="checkbox"/> Waste and Remediation |
| <input type="checkbox"/> Franchise | <input type="checkbox"/> Real Estate Rental and Leasing | <input type="checkbox"/> Other Services |
| <input type="checkbox"/> Health Care and Social Assistance | | |

4. Describe the nature and the range of the products and/or services you offer. _____

5. a. How many full-time employees do you have, including yourself? _____

b. How many part-time employees do you have, including yourself? _____

6. Do you work full-time in your business? ☐ Yes ☐ No
7. a. What is the primary location of your own business?
☐ Your home ☐ Partner's home ☐ Rented space (not home)
☐ Owned space (not home) ☐ Incubator space ☐ Other
- b. If other, explain... _____
8. What are your plans for the future? For example, improve the quality of the products / services, grow, expand into new product/service lines, test new markets, etc. _____

9. Please explain what kind of formal business planning you have done. What impact has it had on your business? _____

10. Why do you want to participate in NxLevel Micro Entrepreneur? _____

Course Description: The NxLevel Micro Entrepreneurs module focuses on teaching “self-sufficiency through self-employment.” Participants will learn how to choose a business idea, develop a marketing plan, explore financing options, develop a customer service philosophy, as well as other relevant entrepreneurial skills.

How much does NxLevel Micro Entrepreneurs course cost? The cost for NxLevel is \$350.00. However, the City of Columbia will pay \$200 of the cost. Participants will only have to pay \$150 for registration and books.

Course Duration: January 21, 2016 – April 15, 2016. When you submit this application for the NxLevel Micro Entrepreneur course, you are making a commitment to attend all sessions (approximately 45 classroom hours) and to complete all course prep-work. Classes are from 6 p.m. – 9 p.m. and meet every Thursday.

Signatures below represent the primary applicant and two alternates from the same business should the primary applicant be unavailable to attend a session.

Business:

Signature: _____ Signature: _____ Signature: _____

City of Columbia:

Signature: _____

Submit completed application with \$150 payment to the address below, no later than December 1, 2015:

Office of Business Opportunities:
 Attn: Angelo McBride
 1225 Lady Street, Suite 102
 Columbia, SC 29201
 Phone 803-545-3960 Fax 803.255.8912
aamcbride@columbiasc.net